



CITY OF MORGAN HILL

17555 PEAK AVENUE MORGAN HILL CALIFORNIA 95037

DRAFT  
**LIBRARY COMMISSION**  
After Action  
REGULAR MEETING

**APRIL 12, 2004**

---

---

**Morgan Hill Civic Center**  
Council Chambers  
17555 Peak Avenue

<b>LIBRARY COMMISSION</b>	
Chair	Jeanne Gregg
Vice-Chair	Charles Dillmann
Commissioner	Kathleen Stanaway
Commissioner	Charles Cameron
Commissioner	George Nale
Commissioner	Mary Ellen Salzano
Commissioner	Einar Anderson
Commissioner	Ruth Phebus
Commissioner	Vacant

---

---

**7:00 P.M.**

**CALL TO ORDER**

Chair Gregg called the meeting to order at 7:00 p.m.

**ROLL CALL ATTENDANCE**

None

**DECLARATION OF POSTING THE AGENDA**

Per Government Code 54954.2

**PLEDGE**

Pledge was led by Chair Gregg

**PUBLIC COMMENT**

None

## **REPORTS**

### **1. COUNTY LIBRARY REPORT**

Legislation-Funding & Budgeting

County Librarian Melinda Cervantes

Deputy County Librarian Sarah Flowers

County Librarian Melinda Cervantes reported Morgan Hill's support for Measure B was 61.17%, Morgan Hill's support of the Measure was the third highest of the nine cities in the County Library System. She thanked the Commissioners for their hard work and dedication. The Election Committee is scheduled to meet to discuss when a similar measure can go back to the voters. She stated June 2005 is the earliest another Measure would be placed on the ballot.

Ms. Cervantes announced the JPA will hold a study session regarding the budget for Fiscal Year 04/05. She stated the JPA is preparing for loss of State revenue and increased personnel expenses for PERS and other expenses. Library staff has prepared a preliminary budget for the study session.

She announced Library Legislation Day will be held on April 21. She stated the JPA Board meeting will be held the day before, therefore, they will not be able to send a large delegation as they have in years past. If any Commissioners are interested in attending, the Library staff would be happy to assist in coordinating a car pool.

Assemblymember Joe Simitian will speak at the Joint Library System breakfast on April 24<sup>th</sup> at the Stanford Park Hotel in Menlo Park. She asked the Commissioners to call the Library Administrative offices for more information.

Joint Powers Authority

Council Member Steve Tate

This item addressed in Item 1 above. Council Member Tate let Ms. Cervantes report stand for the JPA report.

### **2. MORGAN HILL LIBRARY REPORT**

Community Librarian

Nancy Howe

Ms. Howe reported circulation from January through March 2004 increased 5% over this period last year. She added the gate count in for the same period was 77,000. This is an increase of 3,000 patrons over last year. The self check-out machine is being used for 20% of the general circulation.

Two volunteers of the Morgan Hill Library were recognized by the Santa Clara County Volunteer Exchange for their work at the Library. The Poetry Slam and the other programs held at the Library in March were well attended.

### **3. LEGISLATIVE COMMITTEE**

Vice-Chair Dillmann

Vice-Chair Dillmann reported Senator Dede Alpert's new library bond has moved out of committee and the hearings will be held this month. He stated Senator Alpert will need enter into negotiations with Governor Schwarzenegger for the amount. It is currently at \$2billion and the amount is expected to be reduced. There will be a provision included in the bill, which reserves part of the funding for those applicants in Cycle III which received a rating of "Very Good" but did not receive funding.

**4. YOUTH ADVISORY COMMITTEE**

Chair England  
Vice-Chair O'mahen

None

**CONSENT CALENDAR**

**5. APPROVAL OF MEETING MINTUES OF MARCH 8, 2004**

Vice-Chair Dillmann motioned to approve the minutes. Commissioner Cameron seconded the motion. Approved (8:0)

**BUSINESS**

**6. COUNCIL SUB-COMMITTEE REPORT ON LIBRARY SITE OPTIONS**

**Recommended Action: Information Item.** The Library Commission will hear presentations on the two site options for a new Morgan Hill Library. Upon conclusion of the site presentations, City Manager Ed Tewes will conduct a presentation on financial considerations for each option. The order of the presentations and opportunity for questions and comments are listed below:

1. Former SunSweet Site (between 3<sup>rd</sup> & 4<sup>th</sup> Streets)
2. Civic Center Site
3. Financial Considerations – City Manager Ed Tewes
4. Questions and comments from Library Commission
5. Opportunity for public comment

Chair Gregg stated there was a request to change the order of the presentations. The Commission agreed by consensus to change the order so the presentation of the SunSweet site would be second.

Council Member Tate provided a brief background on the reasons why the City was looking at building a new library. His explanation included the two unsuccessful grant applications submitted to the State Office of Library Construction for a 40,600 square foot library on the Civic Center site. He added the City of Morgan Hill will most likely not receive funding in the third round due to the high number of applications received by the State. However, the members of the community have continued to come forward and express the need for a new library in Morgan Hill. The Council responded to this outcry by establishing a Library Sub-Committee that would research site options for a new Morgan Hill Library. The Sub-Committee researched the possibility of building a new library in the following locations:

- 1) Albertson's Shopping Center
- 2) Britton Middle School
- 3) SunSweet Site

- 4) Expansion/renovation of existing library
- 5) Civic Center site proposed for the Library grant application

The Albertson's site and Britton sites were removed from consideration early in the process. The Albertson's site was removed because the owners of the mall had leases which do not end for several years. The Britton site was removed because School District officials wanted to keep site use options open at this time. Renovation and/or expansion of the existing library was removed because of the costs involved to find an interim location for the library while construction was underway and the cost to bring the current library up to current building codes. Furthermore, this would exclude this the City's ability to utilize the building in the future for another purpose.

The two site options for consideration are the SunSweet site between 3<sup>rd</sup> and 4<sup>th</sup> Streets and the Civic Center site. A presentation on each site was conducted. Council Member Tate stated there would be no action on taken by the Commission on the presentations. He asked that the June Library Commission meeting be rescheduled from June 14<sup>th</sup> to June 7<sup>th</sup> in order to remain within the timeline for Council's decision on the site. He asked the Commission to make a recommendation on the site at the June meeting.

Individual presentations on each site were conducted. Chris Noll of the architectural firm Noll and Tam presented the Civic Center site option. This option provides for the construction of the library on the Civic Center site on the same parcel of land selected for the Library Bond of 2000 grant applications. The original design called for a 40,600 square foot library. The new option is a 28,000 square foot library. Mr. Noll provided a conceptual design for the library. He explained the building would be nestled into the sloped site and there would still be a central plaza around the natural spring located on the site. The building would be LEED's certified and the design would include the latest technology for energy efficiency. There would also be an option to expand the building in the future. The floor plan would be relatively the same as the original 40,600 square foot building. The circulation desk would be located at the front entrance. The staff area would also be located in the front. There would be one reference desk with sight lines throughout the building. Mr. Noll stated he met with the Library staff in order to incorporate program and staffing needs into the design. The Joint Use area with the School District was eliminated and the staff area was decreased in size. The community meeting room was also decreased in size. Other program areas include a group study room, computer training room, Friends of the Library Book Store, conference room, teen, adult and children's areas.

The members of the Library Commission asked if the smaller size of the library would alleviate the problems with the natural spring on the site. Mr. Noll responded the design still incorporates collecting the water and channeling it into the water feature. Other members asked if a simple façade and elevation would decrease the cost. Mr. Noll responded the design utilizes materials that will keep the costs as low as possible. He added the design of an industrial building does not always work for a civic center used by the public.

Rocke Garcia, President of Glenrock Builders and the owner of the SunSweet site, introduced the conceptual design for that site. He provided a brief background on his past experience as a residential developer in Morgan Hill. He introduced the architect for project, Mark Schatz of the firm Field Paoli and Chuck Toenisketter of Toenisketter and Breeding, Inc. Mr. Garcia stated this option blends the best of the public and private sectors together for an optimal result.

---

Mr. Schatz provided a brief background on his experience in the design of public libraries in the Bay Area, which include the Saratoga Library, Vineland Library, Belvedere/Tiburon Library, Dublin Library, Alameda County Library and Danville Library. Mr. Schatz provided an overview of the SunSweet site conceptual design. The design will include an artistic wrought iron designed by a local artist at the entrance to 3<sup>rd</sup> Street. The gate will serve as a Gateway onto a 30 foot wide promenade designed. He added that this design fits within the Downtown Plan which calls for 3<sup>rd</sup> Street to be a major corridor with major activity.

The design of the library is a two story building with two front entrances and parking will be in the middle of the block. The library would be fewer than 30,000 square feet. He explained the two front entrances is a popular design concept and security issues have been incorporated into the design. The customer assistance desk and self check-out machines will be located between the two entrances for adequate sight lines for library staff and security. The design also calls for a “market place” at the entrance to the building which will offer new materials etc. Mr. Schatz explained this is also a new trend in library design. A community meeting room would be available for use by groups after hours. There would be two other buildings on the site which would be multifamily housing. The program would remain the same. Mr. Garcia and Mr. Schatz also met with library staff to determine programming needs and these are incorporated into the conceptual design. The second story will include a quiet reading room and fireplace. Patron computers will be spread throughout the building. The exact number of readers’ seats and book shelves have not been determined yet.

Commissioners asked for the number of parking spaces that have been planned. Mr. Garcia responded the design calls for adequate parking for both library patrons and residents. It is not yet determined the number of multi-family units that will be on the site, but he believes there will be 30 to 40.

Mr. Toenisketter spoke to the construction of the building. He provided a brief background on his firm’s experience in working with the public and private sector. His firm has primarily worked in the private sector, but was called upon by the Santa Cruz School District to design and build a new building. He added that utilizing the private sector factors of lower costs to build and development of a construction schedule kept the project on track and within budget. Mr. Toenisketter stated the cost to build the SunSweet site using the “design/build” concept will be approximately \$3million less than using the traditional public methods to “design/build/bid” a project. Members of the Commission asked about the cost of land for the project. Mr. Garcia responded this option will include a ground lease of the site. The building will be leased to a public agency authorized to enter into a “design/build” contract.

The Commissioners asked about the noise that will be from the nearby trains. Mr. Schatz responded this was a factor in the design of the Dublin Library which is located next to the interchange between freeways 580 and 680. The windows and doors in the building were treated with a glazing which has helped to alleviate the noise problem. He added that because the building will be LEED’s certified, the building will have operable windows and the staff will have to determine whether or not to open the windows depending on the noise.

City Manager Ed Tewes provided a preliminary analysis of each site option and the advantages and disadvantages of each. Mr. Tewes started with the analogy of which decision is better for a consumer, to “purchase a Toyota or to lease a Honda”? He explained the two options differ in

---

consideration of land costs: 1) a library built on the Civic Center site will be built on a parcel of land owned by the City: 2) a library built on the SunSweet site would require a ground lease and at the end of the lease, the City would need to acquire the land based on market value at that time. He added there are still many questions that need to be answered in regard to both sites. The Civic Center site would require the city to follow the traditional design and bid concept for construction of the library. The SunSweet site would allow the city to enter into a less traditional design/ build agreement that does not require three bids. However this option requires the involvement of the JPA in the financing. A portion of the public parking built on private property would be ground leased to the city. The cost of the construction of the parking and landscaping would be paid by the City. The negotiation of the lease and the financing terms have yet to be determined. Once this was determined and the General Plan were amended, it is anticipated the construction phase for the SunSweet site would be 14 months. The Civic Center site requires a longer time for construction. It is anticipated that if the Council selected this option, bidding would begin in September 2005 and construction would be completed in winter of 2006 for a total of 30 months.

Mr. Tewes stated the funds currently allocated by the City (\$5,763,300) for the construction of a library does not match the construction costs for either option. Available funding also includes the JPA's established policy of contributing to annual capital payments in accordance with a formula which represents Morgan Hill's share of expired lease payments on other library facilities. This amount is \$75,000 per year.

Mr. Tewes then presented a list of additional funding sources:

- 1) Add \$3 million to the RDA tax increment funds by shifting certain flood control projects to Local Storm Drain Fund
- 2) Increase Development Impact Fee for libraries by threefold to increase annual revenue to about \$180,000 per year
- 3) Allocate proceeds of future land sales by City:
  - Watsonville Road property - \$400,000
  - Old Police Station - \$650,000
- 4) Allocate \$722,000 of proceeds from repayment of an economic development loan to Abbot Labs due in November 2005
- 5) Borrow funds either internally or through tax exempt financing to take advantage of future revenue
- 6) If necessary, allocate proceeds of loans to Weston Miles for the Granary and Day Workers projects to the Library – due in 3 to 7 years.

Members of the Commission asked Mr. Tewes if there would be large balloon payment at the end of the ground lease for the SunSweet site. Mr. Tewes responded the increase in the value of the land would be determined by the current value of the land plus a 2% increase in the value for each year of the lease. It is anticipated the lease for the SunSweet site would be for 20 years plus a five

---

year option. Mr. Garcia stated the at the end of the building and the land lease, he anticipates selling the site to the City for \$1.

Commissioners then asked the two story design of the Sunsweet site posed any problems for the library staff. County Librarian Melinda Cervantes responded the Library doesn't see a two-story building as a problem, but programs might be effected in order to ensure adequate staffing of the building.

Commissioners asked Mr. Garcia if his plan included more parking spaces if there were to be an expansion. Mr. Garcia indicated he did not have the exact number of parking spaces that would be available if there were an expansion. He added the downtown area does have more public parking spaces than the Civic Center site.

Members of the Commission asked if the planned development of the Coyote Valley had been considered in either of the two options. Mr. Tewes stated the residents of the Coyote Valley would be served by the City of San Jose Library System. Commissioners then asked if Senator Alpert's bill for a second library bond is successful, would Morgan Hill be in jeopardy of receiving funding. Ms. Cervantes responded Morgan Hill wouldn't necessarily be out of the running to receive funding depending upon the timeline for both the bond and the construction of the library. She added that Morgan Hill would not receive funding if a contract for construction had been signed or if the project had already broke ground.

The Commissioners concluded both options would serve as a destination point for people to meet and go to the library. There would be benefits to both sites by the construction of the library.

Chair Gregg asked if any members of the public wished to comment on the two options. Leslie Miles, President of the Morgan Hill Downtown Association, stated the Downtown Association had sent a letter to the City Council dated February 12, 2004 in support of the concept of the Sunsweet site. She added the Association does have concerns regarding the proposed use of 3<sup>rd</sup> Street. The Plan calls for 3<sup>rd</sup> Street to be active all the time. She added the Association is concerned that a reduction in library hours due to the failure of Measure B would not foster the level of activity that is currently planned for 3<sup>rd</sup> Street. She stated the Association would like the City Council to consider different options as to where the library will sit on the site.

Gary Walton also spoke on this issue. He stated he echoes the comments by Ms. Miles. He supports the downtown location of the library. He stated the library could lead the revitalization of downtown and could serve as the front door and the window to the downtown.

**7. LIBRARY COMMISSION BOOTH AT SOUTH COUNTY BUSINESS EXPO – JUNE 2, 2004**

**Recommended Action: Action Item.** Continued from March 8 meeting, the Library Commission will vote to approve reserving and manning a booth at Morgan Hill Chamber of Commerce South County Business Expo to present the site options for the new Library. There will be a charge of \$350 for the booth.

The Commission voted to reserve a booth at the South County Business Expo on June 2<sup>nd</sup>. Vice Chair Dillmann motioned to approve the expenditure for the booth and Commissioner Dillmann seconded the motion. Motion approved (7:0:1). Commissioner Cameron abstained.

The booth will be manned by members of the Commission. Shifts and volunteer opportunities will be discussed at the May meeting. The Commission will also share a booth with the City of Morgan Hill Aquatics Center at the Mushroom Mardi Gras to be held on Memorial Day weekend.

### **ANNOUNCEMENTS**

Councilmember Tate requested the current Commissioners remain seated on the Commission through June due to the Library issue.

### **REQUESTS FOR FUTURE ITEMS**

Commissioners have requested that the following agenda items be placed on the Library Commission agenda for the next meeting or on a future date:

1. Selection of Chair and Vice-Chair for coming year
2. Staffing of booths at South County Business Expo and Mushroom Mardi Gras
3. Date change for June Commission meeting from June 14 to June 7
4. Field trip to Vineland and Saratoga Libraries
5. Fundraising for Library – Speaker from Saratoga
6. School/Library Cooperation
7. Vision for the Library of the Future

**ADJOURNMENT** to the next monthly meeting scheduled on **May 10, 2004 at 7:15 p.m.** in City Council Chambers.

Vice Chair Dillmann moved to adjourn the meeting. Commissioner Cameron seconded the motion. Motion approved (8:0)